



May 20, 2015

Edmond R. Shinn, Esq.
7032 Lafayette Avenue
Fort Washington, PA 19034

RE: Required Neighborhood Notice and Meeting for Zoning Application concerning
446 Green Lane, Council District #4, Permit #609247

Dear Mr. Shinn,

We are writing to inform you of your responsibilities under Section 14-303(12) of the Philadelphia Zoning Code to notify, in writing, all affected property owners and Registered Community Organizations (RCOs) of the Zoning Board of Adjustment hearing for the above-referenced property. **You are required to send this notice within 10 calendar days of this correspondence and submit a copy to the District Council contact at joshua.cohen@phila.gov, the Philadelphia City Planning Commission at RCO.Notification@phila.gov, and the Zoning Board of Adjustment at RCOZBA@phila.gov.**

The affected RCO is as follows:

Central Roxborough Civic Association (CRCA), don@crca.us

Notice to affected property owners must be delivered via regular mail or hand delivery. Please see the attached for a complete list of affected properties. Please be advised that addresses on this list may differ from those used by the U.S. Postal Service; it is the responsibility of the applicant to verify these addresses and to ensure notice is successfully delivered. If there are any discrepancies please contact the Planning Commission and we will undertake a thorough review and update the list, if need be. The notice must contain all of the information required by Section 14-303(12)(d)(.1) of the Philadelphia Zoning Code. Refer to the attached templates regarding RCO & Zoning Applicant notification for additional guidance.

You must contact Central Roxborough Civic Association (CRCA) to schedule a public community meeting regarding your zoning application. The public community meeting must take place by July 3rd, 45 days from May 19th, the filing date of your petition to appeal.

You may direct inquiries to RCO.Notification@phila.gov. Please include council district and property address in subject line of all email correspondence. For additional information please visit:
<http://www.phila.gov/CityPlanning/projectreviews/Pages/RegisteredCommunityOrganizations.aspx>

Thank you for your cooperation.

CC: joshua.cohen@phila.gov
RCO.Notification@phila.gov

Interpreter services available. | خدمات الترجمة الشفهية متوفرة لدينا | 提供口译服务 | Services d'interprétation disponibles. | 통역이 제공됩니다 | Предоставляются услуги устного переводчика. | Se brindan servicios de interpretación. | Có sẵn dịch vụ thông dịch.

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Nancy Rogo Trainer, FAIA, AICP

One Parkway Building
1515 Arch St.
13th Floor
Philadelphia, PA 19102

215-683-4615 Telephone
215-683-4630 Facsimile

www.phila.gov/cityplanning

PHILADELPHIA CITY PLANNING COMMISSION

RCOZBA@phila.gov
don@crca.us